

EXECUTIVE SECRETARIAT ROUTING SLIP

TO:

		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCI				
3	EXDIR				
4	D/ICS				
5	DDI				
6	DDA		X		
7	DDO				
8	DDS&T				
9	Chm/NIC				
10	GC				
11	IG				
12	Compt				
13	D/OCA				
14	D/PAO				
15	D/PERS				
16	D/Ex Staff				
17	D/OMS/DA		X		
18					
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21					
22					

SUSPENSE

Date

Remarks

Executive Secretary

12 Jul '88

Date

ROUTING AND TRANSMITTAL SLIP

13 July 1988

TO: (Name, office symbol, room number,
building, Agency/Post)

Initials

Date

1. DIRECTOR OF MEDICAL SERVICES

2.

3.

4.

5.

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

FYI

DO NOT use this form as a RECORD of approvals, concurrences, disposals,
clearances, and similar actionsFROM: (Name, office symbol, room number,
building, Agency/Post)

Room No.—Bldg.

EXA/DDA

Phone No.

5041-102

U.S. Government Printing Office: 1987-181-246/60000

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

Executive Registry

88-2711X



FEDERAL INTERAGENCY HEALTH AND FITNESS COUNCIL

Quarterly Meeting

9 a.m. - 12 Noon
Wednesday, July 20, 1988

HEADQUARTERS ARMY MATERIEL COMMAND (AMC)
5001 Eisenhower Avenue
Alexandria, Virginia



AGENDA HIGHLIGHTS: Introduction of Winners and Finalists of the OPM Director's Awards for Outstanding Health and Fitness Programs.

Special Guest - Timothy M. Dirks, Chief
Employee Relations Division
Office of Personnel Management

FEDERAL FITNESS DAY Team Honors and Photo Display

Special Briefings -
LTC Susanne Allen, Chief
U.S. Army Health Promotion Program

Ms. Mary-Blair Valentine, Coordinator
The AMC Health Promotion Program

Tours of the AMC Fitness Facility

Exercise Stretch Break with Jan Olmstead and staff

Important announcements/dates

PLEASE ARRIVE
PROMPTLY AT 9AM

To facilitate signing into the building, bring your government ID or let Mary-Blair know in advance that you do not have one so that an escort can be provided. Her telephone 274-4705. Juice and muffins will be served early....

LOGISTICS

Eisenhower runs between Telegraph Road and South Van Dorn Street just inside the Capital Beltway. (Directions attached) There is ample parking - fee is \$2.50 for all day. DOD personnel can use shuttle route 14 - Pentagon Stop D

REPLIES/
QUESTIONS

Alice Wheaton, FIHFC Coordinator - 272-2018
Mary-Blair Valentine, AMC 274-4705



Directions - Headquarters, Army Materiel Command

Ms. Valentine 274-4705
(Autovon) 284-4705

From Beltway: Virginia Exit 3 Van Dorn/Frناconia
Exit 1 is Route 1 just south of Woodrow Wilson Bridge.
Exit 4 is the Springfield Interchange for:
I 395 - Shirley Highway
I 95 - Beltway Baltimore
I 495 - Beltway Cabin John

At end of exit ramp turn left onto south Van Dorn St.

At foot of steep hill turn right at light onto Eisenhower.

AMC is less than a mile on your left.

From I 395: Exit Duke Street - East. Go one block through light.

Bear right up ramp to Van Dorn St. (Left ramp goes to
Landmark Shopping Center)

Right on Van Dorn

Cross Edsall/ Cross Pickett/ Go over RR tracks.

Left on Eisenhower at light. Go less than one mile.

Pentagon: (DOD personnel only)
Take shuttle bus route 14 from stop D

Leaves at 0830 arriving AMC at 0855

Leaves at 0900 arriving AMC at 0925

Returns on the hour and half hour

Last Resort: Take Metro rail to Eisenhower Avenue (yellow line)

Take Metro Bus 7W to AMC

Leaves Eisenhower at 8:18 a.m.

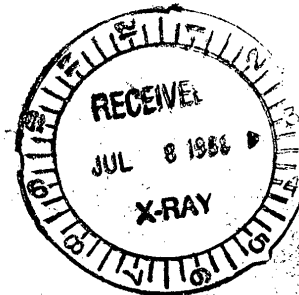
Arrives AMC at 8:28 *****This is the last bus of the a.m.rush.

For the return you will need to coerce someone who drove to
take you back to Eisenhower Metro or you can walk (1.5 miles)

UNITED STATES
OFFICE OF PERSONNEL MANAGEMENT
WASHINGTON, D.C. 20415

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PERSONNEL MANAGEMENT
OPM-245



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20505WE8HD CN072 DPA59 1 C02

HONORABLE WILLIAM H. WEBSTER
DIRECTOR
CENTRAL INTELLIGENCE AGENCY
WASHINGTON DC 20505-0002

11 May 1988

TO: (Name, office symbol, room number, building, Agency/Post)		Initials	Date
1.	EXA		5/13
2.	ADDA		
3.	DDA		
4.	Registry		
5.			

11 MAY 1988

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

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FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
	Phone No.

5041-102

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SUSPENSE

Date

Remarks

[Signature]
Executive Secretary
 9 May '88



Office of the Director

UNITED STATES
OFFICE OF PERSONNEL MANAGEMENT
WASHINGTON, D.C. 20415

Executive Registry

88-1808x

DDA/REG
LOGGED

APR 29 1988

MEMORANDUM FOR HEADS OF DEPARTMENTS AND AGENCIES

FROM:

Constance Horner
CONSTANCE HORNER
DIRECTOR

SUBJECT: National Physical Fitness and Sports Month

President Reagan has designated May as National Physical Fitness and Sports Month. As the Nation's largest employer, the Federal Government supports and promotes initiatives to enhance the fitness and health of its employees. Physical fitness contributes not only to workforce productivity and organizational effectiveness, but also to improving the health and well-being of Federal employees.

In observance of National Physical Fitness and Sports Month Friday, May 13, 1988 has been declared FEDERAL FITNESS DAY. Federal agency coed teams will participate in running and walking events to be held during the lunch hour on the athletic field adjacent to the Reflecting Pool. Awards will be given to the winning teams, including a special award to the agency with the most teams participating in the running and walking events. Additional information on FEDERAL FITNESS DAY is contained in the attached flyer.

I would like to take this opportunity to urge you and your employees to participate in fitness activities and programs in support of National Physical Fitness and Sports Month. These activities help to remind all of us of the importance of a healthy and productive workforce.

Further information about National Physical Fitness and Sports Month can be obtained by calling the President's Council on Physical Fitness and Sports (PCPFS) at (202) 272-2018 or OPM's Employee Health Services Branch at (202) 632-5558.

Attachments

60-7



FEDERAL FITNESS DAY

The President's Council on Physical Fitness and Sports
and the

Federal Interagency Health and Fitness Council
will celebrate

NATIONAL PHYSICAL FITNESS AND SPORTS MONTH
on

Federal Fitness Day—May 13, 1988

The Event

WHO: All Federal Employees
WHAT: 3K Fun Run (1.86 miles) and 3K Fun Walk
WHEN: Friday, May 13, 1988 at 11:30 a.m.—**promptly**
WHERE: Athletic Field near Reflection Pool, 17th and Independence Ave., Washington, D.C.

The Schedule

11:00-11:20 a.m.	Registration
11:20-11:30 a.m.	Opening Ceremonies and Briefing of Team Captains
11:30 a.m. sharp	Start of Run
12:00 sharp	Start of Walk

Awards Ceremony following each event.

The Awards

The USDA Secretary's Cup—Awarded to the fastest agency coed team of three men and three women in a 3K Running Event.

The NIH Recreation & Welfare Trophy—Awarded to the fastest agency coed team of three men and three women in a 3K Walking Event.

The Federal Interagency Health and Fitness Council Participation Award—To the agency with the most teams participating in both events.

Snacks and Refreshments will be provided by the Natural Nutrition Shoppes from the Washington metropolitan area.

Information—Call Frank Ribiero at USDA (202) 475-3056.

Note: Entrants must complete the attached form, and team captains must file Entry Form(s) with the PCPFS, 450 5th Street, NW, Suite 7103, Washington, D.C. 20001.



Entry Form

Event entered: (check one) _____ RUN _____ WALK

Team Name: _____

Agency (spell out) _____

Please print team members' names and office phone numbers:

- | | | |
|----|--------------------------|-------|
| 1. | _____ Team Captain _____ | _____ |
| 2. | _____ | _____ |
| 3. | _____ | _____ |
| 4. | _____ | _____ |
| 5. | _____ | _____ |
| 6. | _____ | _____ |

Rules:

- Each team must have 3 men and 3 women
- All team members must start and cross the finish line together
- Team Captain must write his/her name, team name, agency, team title, and phone number on receipt of finish order card and give it to the finish line official.
- All teams are encouraged to wear distinctive T-shirts identifying them by team name and agency.

WAIVER STATEMENT (read and each team member sign below)

I assume entry into this run/walk at my on risk. In consideration of the acceptance of my application, I, for myself, my heirs, executors and administrators, waive and release any and all claims and rights for damage I may have or hereafter may accrue against the organizers as a result of my being allowed to participate in the Secretary's Cup Coed Run or NIH/RWA Trophy Coed 3K Walk.

I attest and verify that I am physically fit and have sufficiently trained to participate in this event. I have read the above conditions and accept as shown by my signature.

Signature

Date

- | | | |
|----|-------|-------|
| 1. | _____ | _____ |
| 2. | _____ | _____ |
| 3. | _____ | _____ |
| 4. | _____ | _____ |
| 5. | _____ | _____ |
| 6. | _____ | _____ |

Return this entry form to: Alice Wheaton, President's Council on Physical Fitness and Sports, 450 5th St., N.W., Room 7103, Washington, D.C. 20001 **by May 10, 1988.**